

Campaign Considerations

Increase Access

In addition to having a central flu clinic, immunization rates can be significantly increased by offering the vaccine at numerous locations throughout the facility.

- One of the most successful strategies for immunizing health care personnel (HCP) is to use a “rolling cart.” The cart should contain all the supplies needed to immunize staff at the workstations. See *Suggested Supplies Checklist for Adult Immunization Clinic* in this kit.
- In addition to planning specific clinics, encourage staff to drop by the employee health office for a flu vaccination at their convenience. Be sure to keep supplies on hand for the drop-ins.

Maintain Sufficient Staffing

Determine the number of people that will be needed to staff the clinic(s). Identify all of the roles that need to be filled and who will help fill those roles. Communicate roles and responsibilities to each staff member throughout the campaign.

Obtain Standing Orders

Standing orders should be obtained for employee immunization programs to allow staff nurses to provide the vaccine. Most health care providers use standing orders for immunizing patients, and the same process should be used for employee immunization. See *Assemble Materials* in this kit or go to <http://www.immunize.org/standingorders/> for model standing orders.

Follow Federal and State Laws

Vaccine Information Statements (VIS) are information sheets produced by the Centers for Disease Control and Prevention (CDC) that explain the benefits and risks of a vaccine to adult vaccine recipients and the parents or legal representatives of vaccinees who are children and adolescents. Federal law requires that VIS be handed out whenever certain vaccinations are given (before each dose). In Michigan, it is important that vaccine recipients, their parents, or their legal representatives be given the Michigan versions of VIS because they include information about the Michigan Care Improvement Registry (MCIR). By state law in Michigan, parents must be informed about MCIR. For Michigan-specific VIS, see *Assemble Materials* in this kit or go to www.michigan.gov/immunize.

Plan for Data Collection and Analysis, Utilizing MCIR

Arrange to have all data for those who received flu vaccine organized and stored for later tabulation and analysis. Collect information on why some HCP refused to get vaccinated. This information can be used to design next year’s educational program. Enter influenza doses given into MCIR. Create a roster of employees in order to rapidly assess immunization rates. Go to www.mcir.org for more information.

Focus on Publicity & Offer Incentives

Communicate clinic times and locations and consider offering incentives to HCP who get immunized. If possible, send a reminder e-mail message to HCP the day before the clinic. See *Strategies to Improve HCP Vaccination* and *Promote the Campaign* in this kit.

Review Proper Vaccine Storage and Handling

Review guidelines for proper vaccine storage and handling in the Alliance for Immunization in Michigan (AIM) Toolkit at www.aimtoolkit.org.

REMEMBER: Flu vaccine must be stored appropriately to ensure effectiveness.

- Store flu vaccine in a refrigerator at 35-46 degrees F (2-8 degrees Celsius).
 - Check refrigerator temperature and record twice daily.
- Flu vaccine may be temporarily held in an insulated cooler with a cold pack, covered with a paper towel and a thermometer, along with a temperature log and pen.
 - Keep track of vaccine temperature at least every two (2) hours.

Use Roster Sheets

Have employees to be vaccinated sign up in advance, particularly when vaccine will be provided on specific units. Roster sheets help determine the amount of vaccine and supplies needed. These sheets can also be used to determine which staff has not signed up, and the team can encourage those staff to do so. See sample *Roster Sheet for Influenza Clinic* in this kit.

Determine Supplies

Determine the number of employees to be immunized, and have all necessary supplies on hand. Prepare supplies in the clinic area (or on the rolling cart) well before the start of the clinic. Be prepared for some employees to arrive early. See *Suggested Supplies Checklist for Adult Immunization Clinic* in this kit.

- Adult immunization record cards can be found at www.healthymichigan.com or by calling the Michigan Department of Community Health (MDCH) Division of Immunization at (517) 335-8159.

Monitor Seasonal Influenza Outbreaks

MDCH conducts year-round surveillance for influenza based on many sources of information, including data from the MDCH laboratory, Influenza Sentinel Physicians, sentinel laboratories, Michigan Disease Surveillance System (MDSS) disease reports, and MDSS syndromic surveillance. Stay up-to-date by reading weekly editions of *MI FluFocus* and visiting www.michigan.gov/flu.

You can become a sentinel physician by contacting Rachel Potter at (517) 335-8159 or potterr1@michigan.gov. Influenza sentinels receive free laboratory testing at the MDCH laboratory for approximately 11 specimens per site per year, a weekly influenza activity report, free hard copy subscriptions to the CDC MMWR and Emerging Infectious Diseases Journal, and, for sites that report regularly, free registration at one of 8 MDCH regional immunization conferences. Sentinel physicians report the total number of patient visits and visits due to influenza-like illness to CDC each week and collect clinical specimens for virus culture at the MDCH laboratory from a sample of patients with influenza-like illness. Join now! Participation takes less than 30 minutes per week.

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